

**OFFICE OF THE CHIEF OF POLICE**

**SPECIAL ORDER NO. 6**

**February 19, 2004**

**SUBJECT: NOTIFICATIONS TO THE DEPARTMENT COMMAND POST**

**PURPOSE:** The Department Command Post (DCP) functions as an information bridge linking command/staff officers with personnel at the scene of a critical incident and is responsible for providing timely and accurate notification of critical incidents to command/staff officers, the Police Commission, the Mayor and any necessary investigative or outside agency personnel.

This exchange of information enables command/staff officers to carefully monitor issues and activities taking place within their commands, allowing for the rapid reallocation of resources necessary to reduce crime and improve police performance. Therefore, timely receipt of information at the DCP is critical.

**PROCEDURE:**

**I. Incidents Requiring Department Command Post Notification.**

The following incidents require notification to the DCP:

**Categorical Use of Force Incidents.**

- \* All officer-involved shootings;
- \* All uses of an upper body control hold by a Department employee, including the use of a modified carotid, full carotid or locked carotid hold;
- \* All deaths while the arrestee or detainee is in custodial care of the Department (also known as In-Custody Death or ICD);
- \* A use of force incident resulting in death; and,
- \* A use of force incident resulting in an injury requiring hospitalization.

**Note:** The term "hospitalization" as used in this Order, requires the individual to be admitted to a hospital for treatment or observation, Manual Section 3/794.02.

**Other Incidents Investigated by Critical Incident Investigation Division (CIID).**

- \* An incident in which a member of the public is bitten by a Department canine and hospitalization is required;
- \* Negligent discharge of a firearm;
- \* Animal shootings; and,
- \* Incidents where the Department has agreed to conduct similar critical incident investigations for a non-Department entity, such as a Los Angeles Fire Department Arson Unit tactical officer-involved shooting incident.

**Patrol Related Incidents.**

- \* Barricaded suspect or SWAT call-out;
- \* Bomb Squad call-out;
- \* CARE/AMBER Alerts;
- \* All homicides;
- \* Missing juvenile investigations involving searches;
- \* Pursuits that travel out of the County, are prolonged, involve a City Property Involved collision, or are newsworthy;
- \* Shootings in which two or more victims are wounded; and,
- \* Incidents motivated by hatred (DR Number is required prior to notification).

**Unusual/Major Occurrences.**

- \* **Major** demonstrations or mass arrests;
- \* Disasters including chemical spills, gas main leaks or breaks, major fires or disturbances, aircraft accidents;
- \* Department Operations Center (DOC) activation or deactivation;
- \* City Emergency Operations Center (EOC) activation or deactivation;
- \* Incident Command Post activation at the scene of a noteworthy or newsworthy incident;
- \* Incidents involving hazardous/toxic/radioactive materials;

- \* Citywide Tactical Alerts; and,
- \* A change in the Federal terrorism threat level (up or down).

**Incidents Involving Department Personnel.**

- \* Alleged serious misconduct or arrest of Department employee(s); and,
- \* Death or hospitalization of Department employee(s).

**Other Notable Incidents.**

- \* Extensive damage to Department equipment;
- \* Newsworthy incident involving the Department in any way; or,
- \* Other incident that an Officer in Charge or Watch Commander feels should be brought to the attention of the Department.

**Note:** All personnel are encouraged to call the DCP at any time they are in doubt as to whether or not an incident requires notification.

- II. Officer's Responsibility.** The senior officer at the scene of an incident requiring DCP notification shall request a supervisor to respond to the scene.
- III. Supervisor's Responsibility.** The first supervisor to respond to an incident requiring DCP notification shall ensure their watch commander and the DCP have been apprised of the incident as soon as practical and document the incident in a Sergeant's Daily Report, Form 15.48.
- IV. Watch Commander's Responsibility.** Upon learning of a reportable incident, the watch commander or officer in charge shall ensure that the DCP has been notified and document the incident in a Watch Commander's Daily Report, Form 15.80.

**Amendments.** This Order amends Section 4/214.50 of the Department Manual.

**Audit Responsibility.** The Commanding Officer, Information and Communications Bureau, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

**WILLIAM J. BRATTON**  
**Chief of Police**

**DISTRIBUTION "A"**